Millville Public Charter School
Work Session/Regular Board Meeting Minutes
December 11, 2018
Convenes at 5:30 p.m. in the Conference Room at 1101 Wheaton Ave., Millville, NJ 08332

I. CALLED TO ORDER
   A. Call to Order by the Board Vice President at 5:35 PM.

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING
   A. Public Notice of this Meeting was advertised in the South Jersey Times on July 1, 2018.

III. PLEDGE OF ALLEGIANCE
   A. Led by Ray Garcia.

IV. ROLL CALL
   A. David Parkhill – President - ABSENT
   Ray Garcia - Vice President - PRESENT
   Steve Harris – Trustee - PRESENT
   Kurt Hess – Trustee - ABSENT
   Melissa Williams-Chamberlain – Trustee - PRESENT
   B. Also Present:
   CCCSN - Executive Director - ABSENT
   CCCSN - Deputy Director - ABSENT
   Christina Murphy - Board Secretary - PRESENT
   J. Dominique Taylor - Principal - PRESENT
   Lisa Zuniga - Director, Human Resources - PRESENT

V. REVIEW OF AGENDA
   A. Questions - None

VI. OPEN TO PUBLIC
The public may ask questions at this time pertaining to agenda topics only.

VII. ADJOURNMENT OF WORK SESSION
   A. Motion by Steve Harris and second by Melissa Williams-Chamberlain to adjourn the work session at 5:37 PM.
   B. ALL IN FAVOR
   Voice Vote – Three (3) AYES

VIII. CALLED TO ORDER
   A. Regular meeting called to order by Ray Garcia at 5:38 PM.
   B. ROLL CALL
   Ray Garcia - PRESENT
   Steve Harris – Trustee - PRESENT
   Melissa Williams-Chamberlain – Trustee - PRESENT

IX. OPEN TO PUBLIC - None

X. EXECUTIVE SESSION

A. Motion by Ray Garcia and second by Melissa Williams-Chamberlain to enter into Executive Session at 5:38 PM for an update on an HIB Investigation.

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

C. Motion by Melissa Williams-Chamberlain and second by Steve Harris to return to Regular Session at 5:48 PM.

D. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XI. APPROVE MINUTES

A. Motion by Steve Harris and second by Melissa Williams-Chamberlain to approve the Minutes of the Regular and Executive Session meetings held on November 13, 2018. (Backup M-1 and M-2)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XII. RESIGNATION OF TRUSTEE

A. Motion by Ray Garcia and second by Steve Harris to accept the resignation of Board of Trustees member Kurt Hess effective immediately. (Backup R-1)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XIII. OLD BUSINESS - None

XIV. FINANCE

A. Motion by Steve Harris and second by Melissa Williams-Chamberlain to approve items #1 through #8 under Finance.

1. Recommend approval of line item transfers for the Month of November 2018. (Backup L-1)
2. Recommend the approval of the Board Secretary's Reports in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2018. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying.(Backup materials L-2)

3. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2018. The Treasurer's Report and the Secretary's Reports are in agreement for the month of November 2018.(Backup materials L-3)
4. Recommend approval of the bills as attached in the amount of $254,702.68 for the period November 13 to December 4, 2018 (Backup L-4)
5. Recommend approval of the following payroll (Backup L-5):
November 30, 2018 - $65,883.77
6. Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend approval of the expense reclassification report for November 2018. (Backup L-6)
8. Recommend the board approve the proposal from CTM Environmental to complete a NJ DEP Preliminary Assessment Report and Response Action Outcome at a cost of $2,395. (Backup L-8)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XV. POLICY UPDATES

A. Motion by Ray Garcia and second by Melissa Williams-Chamberlain to approve item #1 under Policy.
1. Recommend approval for a second reading and adoption of Policy #1510, Rights of Persons with Handicaps or Disabilities/Policy on Non-Discrimination (M). (Backup POL-1)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XVI. PERSONNEL

A. Motion by Melissa Williams-Chamberlain and second by Steve Harris to approve items #1 through #2 under Personnel.
1. Recommend approval of the staff list and salaries for the 2018-19 school year as attached. (Backup PER-1)
2. Recommend approval of personnel actions listed in the attached. (Backup PER-2)

B. ROLL CALL

Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XVII. FACILITIES - None at this time.

XVIII. COMMUNITY – None.

XIX. SCHOOL OPERATIONS

A. Motion by Ray Garcia and second by Steve Harris approve items #1 through item #3 under School Operations.

1. Recommend approval of the field trips as attached. (Backup SO-1)
2. Recommend approval of the revised Uniform Policy to clearly and specifically prohibit the wearing of hoodies of any type. (Backup SO-2)
3. Reports as presented Ms. Taylor. (Backup SO-3 and SO-4)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XX. EXECUTIVE DIRECTOR'S REPORT

A. Motion by Steve Harris and second by Melissa Williams-Chamberlain to table item #1 and approve item #2 under Executive Director's Report.

1. Recommend approval of the Millville Public Charter School Board of Trustees Self-Evaluation for 2017-2018. (Backup E-1)
2. Recommend approval of the Cumberland County Charter School Network Educational Service Provider Evaluation. (Backup E-2)

B. ROLL CALL
Ray Garcia - YES
Steve Harris – Trustee - YES
Melissa Williams-Chamberlain – Trustee – YES
Motion passed on a unanimous Roll Call vote.

XXI. ADJOURNMENT

A. Motion by Ray Garcia and second by Melissa Williams-Chamberlain to adjourn the meeting at 6:27 PM.

B. Next Meeting January 8, 2019.

C. ALL IN FAVOR
Voice Vote – Three (3) AYES

Respectfully submitted,

Christina Murphy
Business Administrator/Board Secretary

EXECUTIVE SESSION MINUTES December 11, 2018

Millville Public Charter School Board of Trustees Meeting Executive Session – Tuesday, December 11, 2018, convened at 5:41 PM at the Millville Public Charter School, 1101 Wheaton Avenue, Millville, NJ 08332.

I. Executive Session

Motion by Ray Garcia and second by Melissa Williams-Chamberlain to enter into Executive Session at 5:38 PM to discuss an HIB investigation.

ROLL CALL

Ray Garcia – YES
Steve Harris – YES
Melissa Williams-Chamberlain – YES
Motion passed on a unanimous Roll Call vote.

II. Roll Call

David Parkhill – President - ABSENT
Ray Garcia – Vice President - PRESENT
Steve Harris – Trustee - PRESENT
Kurt Hess – Trustee - ABSENT
Melissa Williams-Chamberlain – Trustee – PRESENT

Also Present:

CCCSN Executive Director – ABSENT
CCCSN Deputy Director – ABSENT
Christina Murphy – Business Administrator/Board Secretary - PRESENT
J. Dominique Taylor – Principal - PRESENT
Lisa Zuniga – Director, Human Resources - PRESENT

III. Discussion

- HIB Investigation - Allegation – 1st grade student
- Interview of several students and teacher
- One student involved in hitting incident
- Did not fit criteria for HIB
- Intervention & Referral Process

IV. Return to Open Session

Motion by Melissa Williams-Chamberlain and second by Steve Harris to return to regular session at 5:48 PM.

ROLL CALL

Ray Garcia - YES
Steve Harris - YES
Melissa Williams-Chamberlain - YES
Motion passed on a unanimous Roll Call vote.

Respectfully submitted,

Christina Murphy
Business Administrator/Board Secretary